

**Van Buren County Brownfield Redevelopment Authority  
Regular Meeting Minutes  
January 9, 2019**

**Board of Commissioners Room, 2<sup>nd</sup> Floor Administration & Land Services Building,  
219 E Paw Paw St, Paw Paw MI 49079**

**1. Call to Order and Determination of Quorum**

At 3:33 pm, by Chairperson Lisa Phillips, with attendees/absentees/quorum status as follows:

**Board Members Present (8):** Chair Lisa Phillips, Vice-Chair Jan Petersen, Gail Patterson-Gladney, Kate Hosier, Jeff Mills, Cynthia Compton, Zack Morris (arrived for Item #4), Katie Strohauer; **Board Members Absent and Excused (1):** Sarah Moyer-Cale; **Board Vacancies: (0).** A quorum (7 of 9) is initially present, with Morris arriving for Item #4.

**Others present:** Secretary-Treasurer Wayne Nelson, Environmental Consultant Erik Peterson, Jim Salamon, Jeanne Salamon, Ben Sherman.

**2. Approval of Agenda**

Motion by Patterson-Gladney, supported by Hosier, to adopt the Chair's agenda. Approved by a vote of 7-0.

**3. Approval of Minutes of Regular Meeting held December 12, 2018**

Motion by Hosier, supported by Strohauer, to approve the minutes of the Regular Meeting held December 12, 2018, as presented. Approved by a vote of 7-0.

**4. Public Comment**

Member Morris arrived at 3:46 p.m., increasing quorum to 8 of 9.

Erik Peterson introduced Jim Salamon, Jeanne Salamon, and Ben Sherman, who are proposing a new adult assisted living facility at the likely functionally obsolete property at 99 Walker Street in Lawton. They outlined their plan and inquired as to any BRA assistance that might be available.

**5. Correspondence—None**

**6. Secretary-Treasurer's Report--**Nelson gave a verbal report and presented the following invoice for approval:

<i>Amount</i>	<i>Vendor</i>	<i>Invoice#</i>	<i>Date</i>	<i>Purpose</i>
\$ 210.00	Envirologic	#05174	2019-01-04	Community Outreach—Programmatic
\$ 210.00	Envirologic Sub-Total and Total of Invoices			

Motion by Petersen, supported by Morris, to approve payment of this invoice totaling \$210.00. Approved by a vote of 8-0.

**7. New Business—**

- a. Erik Peterson reported that Andy & Janet Lawrence, who submitted an application for a parcel in Arlington Township at 35375 CR 215, have not moved further with the Development Agreement and Application Fee.
- b. Potential project support on the former Paw Paw Plating property owned by the Village of Paw Paw was deferred due to the illness and absence of Member Sarah Moyer-Cale, also the Paw Paw Village Manager.

- c. Under the Open Meetings Act, the board must establish a regular meeting schedule for 2019. Motion by Morris, supported by Patterson-Gladney, to establish the 2019 Regular Meeting Schedule as the 2<sup>nd</sup> Wednesday of each month at 3:30 p.m., at the Board of Commissioners Room, 2<sup>nd</sup> Floor, Administration and Land services Building, 219 E Paw Paw St, Paw Paw, MI 49079. Approved by a vote of 8-0. *Note: The formal 2019 Regular Meeting Schedule has been posted both physically and on the website and is attached hereto.*

## 8. EPA Grant—Updates

- a. **EPA Grant Status**—Peterson presented an updated report on the EPA Grant financial status and the continuing outreach program. Currently, much of the EPA is not working due to a federal government partial shutdown.
- b. **Marrone Michigan Manufacturing LLC**—This potential project, discussed at the September 12, 2018, meeting, remains pending with an application possible in the near future.
- c. **67902 Red Arrow Highway, Hartford Township**—Peterson reported that he has filed a revised Grant and/or Loan Program application with the MDEQ and has a scheduled phone conference with MDEQ officials on this matter.
- d. **05585 Blue Star Highway, South Haven Charter Township**—Peterson is working with the project owner on the Brownfield Plan documents.

## 9. Current Brownfield Plans Update

- a. **Mattawan Commercial**—The developer continues to attempt to find a tenant for the project. The obsolete building on the site has been removed.
- b. **Paw Paw Brewing—Final Reports/Closeout**  
A review by the MDEQ staff will determine if additional documentation is required and has not yet been received.

## 10. Adjournment

There being no additional business, Chair Phillips adjourned the meeting at 4:25 pm.

---

  
Wayne Nelson, Secretary-Treasurer  
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

<b><i>Acronym</i></b>	<b><i>Type</i></b>	<b><i>Meaning</i></b>
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
DEQ or MDEQ	Agency	Michigan Department of Environmental Quality
MEDC	Agency	Michigan Economic Development Corporation
VBC	Agency	Van Buren County
VBCBOC	Agency	Van Buren County Board of Commissioners
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan

## Van Buren County Brownfield Redevelopment Authority

Wayne Nelson, Secretary/Treasurer

219 E. Paw Paw Street, Suite 302

Paw Paw, MI 49079

Telephone: 269-657-8200, Ext. 1299 Email: [nelsonw@vbco.org](mailto:nelsonw@vbco.org)

### 2019 Regular Meeting Schedule

Regular Meetings of the Van Buren County Brownfield Redevelopment Authority will be held in 2019 as follows.

Dates/times of meetings:	Wednesday	February 13, 2019	3:30 pm
	Wednesday	March 13, 2019	3:30 pm
	Wednesday	April 10, 2019	3:30 pm
	Wednesday	May 8, 2019	3:30 pm
	Wednesday	June 12, 2019	3:30 pm
	Wednesday	July 10, 2019	3:30 pm
	Wednesday	August 14, 2019	3:30 pm
	Wednesday	September 11, 2019	3:30 pm
	Wednesday	October 9, 2019	3:30 pm
	Wednesday	November 13, 2019	3:30 pm
	Wednesday	December 11, 2019	3:30 pm

Place of all meetings: Board of Commissioners Room, 2<sup>nd</sup> Floor  
County Administration and Land Services Building  
219 E Paw Paw St  
Paw Paw, MI 49079

The Brownfield Redevelopment Authority reserves the right to cancel any of these meetings if there would not be any items of business to consider or if a quorum would not be present. Please call Kerry Muller at 269-657-8253 or check the County's website at [https://www.vbco.org/brownfield\\_meet.asp](https://www.vbco.org/brownfield_meet.asp) to check on any meeting changes.



If you want to attend a meeting and require a special accommodation due to impairment or disability, please contact Kerry Muller by phone at 269-657-8253 or email at <mailto:MullerK@vbco.org> so that we may do our best to arrange such accommodation.

Schedule adopted at initial meeting held January 9, 2019

Schedule posted physically and on website on January 10, 2019